

**Municipality of the County of Inverness
Committee of the Whole Meeting
Thursday, November 18th, 2021
9:30 am
Council Chambers**

MINUTES

Council: Deputy Warden Bonny MacIsaac
Councillor Alfred Poirier
Councillor John MacLennan
Councillor Lynn Chisholm
Councillor Catherine Gillis

Regrets: Warden Laurie Cranton

Staff: Keith MacDonald, CAO
Tanya Tibbo, Director of Finance
Debbie Nicholson, Administrative Assistant to Council/ CAO
Melanie Beaton, Special Projects Facilitator
Erin Gillis, Manager of Operations and Operational Health and Safety
Karolyn Aucoin, Communications and Community Engagement Specialist
Donna MacDonald, Director of Tourism and Culture
Jenna Beaton, Chief of Staff
Chestley Carr, Director of Public Works
Charlotte MacDonald, Manager of Recreation

1. CALL TO ORDER

Deputy Warden MacIsaac called the meeting to order at 9:30 am and welcomed all in attendance. Roll call was taken. Acknowledgement was made that the land on which we gather is located in the ancestral and unceded territory of the Mi'kmaq people.

2. APPROVAL OF AGENDA

MOTION: *That the agenda be approved as presented.*
Moved by: Councillor Chisholm
Seconded by: Councillor Gillis
MOTION CARRIED

3. STAFF REPORTS

(a) Water and Wastewater Operations, Chestley Carr

Monthly highlights in water/wastewater operations unit include the Dunmore WTP filter replacement, as well as the winterization and repair of fire hydrants. The SCADA upgrades are entering the final phase of the project. The Inverness PW8 project has begun with the initial focus on PW3's manhole installation. Lift station replacement projects are ongoing. The new booster pumps for the Broad Cove Banks Road Booster station project have been received. Water and Wastewater sampling continues to ensure standards and guidelines are met. Multiple meetings within the department and with external partners continue.

(b) Infrastructure Unit, Ellen Murphy

Monthly highlights in infrastructure include water leak repairs, sewer repairs, and asphalt repairs. The decommissioning of the old Mabou Water Treatment Plant was completed in late October. Water line replacements are ongoing in various locations. Curb stop repairs are ongoing. Some First Aid Renewals have been completed. Streetlight maintenance and servicing work are ongoing. The Route 19 Inverness water and sewer project is ongoing. Multiple meetings within the department and with external partners continue.

(c) Erin Gillis, Operations and Occupational Health and Safety

Monthly highlights in the Operations and Occupational Health and Safety Unit include the activation of the ReCollect App, household hazardous waste, heavy garbage collection, solid waste and illegal dumping by-law development, winter preparation at the Kenloch Waste Management Facility, waste education campaign development, and reports. The By-law Enforcement Officer is conducting site security inspections and creating a plan for training. Numerous projects are underway in Kenloch and Strathlorne. Multiple meetings within the department and with external partners continue.

(d) Tanya Tibbo, Department of Finance

Tanya Tibbo updated Council with a general operating Fund Summary as of November 12, 2021. Property Tax activities included arrears letters, 30 day notice of tax sale letters, title changes, and collections. Water Utility activities include billing, collections, work order, meter installs, curb locates, and disconnection notices. Other department projects are underway including RFP development, land issues, training, tax sale preparation, audit committee meeting, and a marketing levy review. Multiple meetings within the department and with external partners continue.

(e) Donna MacDonald, Department of Tourism and Culture

Recent highlights within the Department of Tourism and Culture include the Whycocomagh, Judique and Margaree Brand and Signage Projects, and the "Tree for Boston" celebration hosted by L'Arche Cape Breton. Multiple department projects are ongoing including Winter Promotions, Coastal Experience Signage, Newcomer Welcome Groups, Canada's Musical Coast Website &

Promotional Video, and CB Island Year of Music. Multiple meetings within the department and with external partners continue.

(f) Charlotte MacDonald, Department of Recreation

Recent highlights within the Recreation and Wellness Department include the Facility Visits with the REC Consultants, distribution of funding applications, the Haunted Halloween Hike, the Hometown Haunts initiative, and the development of the Winter Programming Calendar. Various projects are ongoing including the Physical Activity Strategy and Recreation Master Plan, Hiking Series, The Municipal Accessibility Plan, Green Jobs Candidate Recruitment, and the Equipment Room Repairs and Inventory. Multiple meetings within the department and with external partners continue.

(g) Melanie Beaton, Special Projects

Recent advancements have been made with the Inverness WTP, PW8 Upgrades, the Sanitary Sewer and Water Main Replacement Project in Strathlorne and Inverness, Judique well exploration, and the Cheticamp Wastewater Treatment Plant Outfall Replacement Project. Many miscellaneous projects are ongoing including Façade, Signage, Trail, Boardwalk, Capital Budget Vehicles, and RFP development. Staff are undergoing Training opportunities. Multiple meetings within the department and with external partners continue.

4. WELLFIELD EXPLORATION AT PW1 PORT HOOD; Melanie Beaton, Special Projects Facilitator

Two production wells currently serve the community of Port Hood. PW1 in Dunmore has been in commission since 1971 but in recent years has been experiencing decreased yields. PW2 in Port Hood was experiencing decreased yields and was recently decommissioned in compliance with the NSE Approval to Operate. PW3 was successfully drilled and established in proximity to PW2 at Convent Street. However, PW3 will only ever be used as a backup well due to the necessary recharge time. The well casing for PW1 cannot be re-lined or cleaned due to its advanced state of deterioration. Therefore, after much consultation, drilling a replacement well in the vicinity of PW1 is the only long-term option to achieve the yield necessary to provide the community of Port Hood with a long term and reliable production yield.

Recommendation to Council to proceed with drilling a replacement production well in the vicinity of PW1 in Port Hood due to significant deterioration at an estimated cost of \$86,064.62 with funds coming from the Gas Tax Fund.

5. ACCESSIBILITY ADVISORY COMMITTEE: TERMS OF REFERENCE AND VISION STATEMENT

Recommendation to Council to adopt the Municipal Accessibility Advisory Committee Terms of Reference and Vision Statement as presented in today's Council Package.

6. MUNICIPAL FACILITY ACCESSIBILITY ASSESSMENT

Under the Accessibility Act all Municipalities must address accessibility requirements. Establishment of an Accessibility Advisory Committee, and the development of an Accessibility Plan are part of this requirement. Updates on the Municipal Facility Accessibility Assessment will be made available in the near future.

7. FIRST READING: BY-LAW TO AUTHORIZE THE VOTING BY TELEPHONE/INTERNET FOR THE 2022 SPECIAL MUNICIPAL ELECTION FOR THE DISTRICT 1 COUNCILLOR

Recommendation that First Reading be given to the By-Law to authorize the voting by telephone/Internet for the 2022 Special Municipal election for the District 1 Councillor at the December 2nd, 2021 Regular Meeting of Council.

8. LOAN GUARANTEE: CHÉTICAMP VOLUNTEER FIRE DEPARTMENT

Recommendation to approve the loan guarantee for the Chéticamp Volunteer Fire Department in the amount of One Hundred Thirty Six Thousand Three Hundred Thirty one Dollars for the purposes of a refinancing loan for the 2013 International Tracker.

9. LIVE STREAMING COUNCIL MEETINGS

Municipal Council Meetings had been streamed via facebook at one time. Staff will research the costs associated with live streaming Council Meetings and report back to Council.

10. MUNICIPAL ORGANIZATIONAL CHART

Due to staff receiving excessive spam on their work issued e-mails, specific staff names, positions and e-mails are no longer listed on the Municipal website. An enquiry contact form was developed instead. Staff will explore the possibility of listing department directors and managers on the Municipal website instead.

11. RINK REVITALIZATION FUND

- Dr. Bernie MacLean Culture and Recreation Centre – Emergency Door Upgrade
Total Project Cost: \$80,500.00.
Request of the Municipality: \$30,000.00

Recommendation to support this request with funds coming from the following:

- \$7628.13 – Recreation Facility Grant
 - \$22,371.87 – Municipal Facility Capacity Grant
- Mabou and District Athletic Centre – Plant Replacement
Total Project Cost: \$133,568.75
Request of the Municipality: \$44,522.92

Recommendation to support this request with funds coming from the following:

- \$7628.13 – Recreation Facility Grant
 - \$36,894.79 – Municipal Facility Capacity Grant
- Port Hood and District Recreation Commission – New Zamboni
Total Project Cost: \$154,662.00
Request of the Municipality: \$31,381.00

Recommendation to support this request with funds coming from the following:

- \$7628.13 – Recreation Facility Grant
 - \$23,752.87 – Municipal Facility Capacity Grant
- North Inverness Recreation Centre Association – Facility Upgrades
Total project Cost: \$248,862.50
Request of the Municipality: \$40,000.00

Recommendation to support this request with funds coming from the following:

- \$7628.13 – Recreation Facility Grant
- \$32,371.87 – Municipal Facility Capacity Grant

12. MARBLE HILL WATER / SEWER EXPANSION

Currently an expansion of the Port Hood water and sewer service to residents of Marble Hill is not possible due to lack of capacity. A significant amount of work is underway to ensure capacity for current customers. Once the Dunmore Road project is complete, then the possibility of expanding this service can be examined.

13. CORRESPONDENCE

- Eastern District Planning Commission: The October 2021 building statistics were presented to Council.
- Nova Scotia Department of Justice: Potential increases to Municipalities for RCMP contributions.
- Margaree Environmental Association: A letter of support was requested of the Margaree Environmental Association towards an aquatic facility. There is consensus within Council that there is currently not enough information on this initiative to provide a support letter.

14. NEXT MEETING DATE

December 2, 2021: 3:00 pm – Regular meeting of Council

15. "IN CAMERA"

The purpose of entering into "In Camera" at today's meeting is to discuss matters relating to:

- a. Legal advice eligible for solicitor-client privilege

MOTION: *That Council Move to "In Camera" at 11:25 a.m.*
MOVED BY: Councillor Gillis
SECONDED BY: Councillor Poirier
MOTION CARRIED

MOTION: *That Council Move out of "In Camera" at 11:30 a.m.*
MOVED BY: Councillor Poirier
SECONDED BY: Councillor Chisholm
MOTION CARRIED

16. ADJOURNMENT

MOTION: *That Council adjourn at 11:30 a.m.*
MOVED BY: Councillor Gillis
MOTION CARRIED